

30 January 1964

MEMORANDUM FOR: CIA Librarian

SUBJECT: Visit to DDC

1. Yesterday I accompanied [ ] of Liaison Staff and [ ] Special Assistant, LS/ORD, to the Defense Documentation Center at Cameron Station, Alexandria. The purpose of the trip was to assure that the Office of Research and Development, DD/S&T would have full access, to information available at DDC. Specific goals were: (a) setting up a tour of DDC by ORD Division Chiefs; (b) assuring that CIA could readily obtain whatever is stored in DDC, and (c) determining the best way to channel various types of requests on DDC.

2. Dr. Robert Stegmaier, Director of DDC, gave us a brief verbal description of the Center and promised complete cooperation not only for the type of requests generated by ORD but for other Agency needs.

3. A live test had already been put through the office of Mr. Walter Carlson, Director of Technical Information in DDR & E which provided from the "613 file" a listing of contracts pertinent to certain ORD interests. It was confirmed that similar runs can be made quite readily through more routine channels.

4. Dr. Stegmaier stated that he expects to have within a week blanket authority to release to CIA any reports in DDC. He also confirmed the access which IAS presently has to his files and said that if we wished, we could station a person full time or part time at DDC for this purpose. He said that NSA is planning to have a person there almost full time.

5. Although we did not tour the facility, I got the impression that we could obtain information from DDC in several different forms, including (a) hard copy reproductions of reports, (b) microfilm copies of reports, (c) xeroxed copies of index cards, (d) listings of reports, and (e) notes transcribed from the DDC files. Direct searching of the files may be especially important in identifying which reports, if any, received at DDC were prepared under a specific contract.

On file OSD release instructions apply.

FOR OFFICIAL USE ONLY

- 2 -

6. It was agreed that the CIA Library will be the focal point for requests from ORD to be levied on DDC.

7. The ORD Division chiefs, [ ] and three members of the CIA Library will tour DDC at 1400 hours, Wednesday, 3 February 1964.

STAT

[ ]  
Chief, Reference Librarian

STAT

Distribution:

Orig - forwarded

- 1 - [ ]
- 1 - [ ]
- 1 - [ ]
- 1 - Info
- 2 - Ly files.

STAT

FOR OFFICIAL USE ONLY